

DEPARTMENT OF ACCOUNTING AND GENERAL SERVICES
ANNUAL REPORT ON GOALS, OBJECTIVES AND POLICIES

January 2002

Program ID/Title: AGS-252/Parking Control

Contact Person/Phone: Harold Sonomura/586-0343

I. Goal

Assess and collect fees to construct, operate and maintain parking facilities for state employees and the public on State Lands under the jurisdiction of the Comptroller.

II. Objectives and Policies

- A. #1 - Provide safe and convenient parking for employees and the public to access state government buildings.
- B. #2 - Control, operate and maintain state parking facilities with revenues from parking fees which are less than prevailing commercial parking rates. Assess, collect and maintain a revolving fund based on fees necessary to construct, operate and maintain the parking facilities.
- C. #3 - Maintain a 100% utilization of employee parking stalls and a 50% utilization for public metered stalls based on demand.

III. Action Plan with Timetable

- A. Objective/Policy #1 - Provide safe and convenient parking for employees and the public to access state government buildings.
 - 1. Required Actions
 - a. Evaluate the parking needs for each state building based on building code and program operational requirements.
 - b. Construct or provide safe and convenient parking facilities to meet the parking demand for each state building.

2. Implementation Timetable

- a. Past Year Accomplishment – Compiled and updated inventory and maps of all parking facilities.
- b. One Year – Assign and control the use of existing parking spaces based on established quotas.
- c. Two Years – Evaluate and implement traffic flow and security and safety improvements for parking facilities.
- d. Five Years – Continue to update parking facility inventory and implement new safety, security and convenience improvements to parking facilities.

B. Objective/Policy #2 - Control, operate and maintain state parking facilities with revenues from parking fees which are less than commercial parking rates. Assess, collect and maintain a revolving fund based on fees necessary to construct, operate and maintain the parking facilities.

1. Required Actions

- a. Establish and enforce rules and regulations for managing and controlling the use of state parking facilities.
- b. Compile all construction, operating and maintenance costs of state parking facilities.
- c. Develop and assess a parking fee schedule for various types of parking stalls which shall be used to generate revenues necessary to sustain the state parking program.

2. Implementation Timetable

- a. Past Year Accomplishment – Updated policies and procedures for managing and controlling the use of state parking facilities.

- b. One Year – Monitor and evaluate the demand and utilization of existing parking spaces.
 - c. Two Years – Review biennium budget for the state parking program and initiate changes to parking fees if necessary to balance revenues with expenditures.
 - d. Five Years – Monitor the parking revolving fund balance and implement measures as required to maintain an acceptable fund balance.
- C. Objective/Policy #3 - Maintain a 100% utilization of employee parking stalls and a 50% utilization for public metered stalls based on demand.
 - 1. Required Actions
 - a. Monitor the utilization of state parking facilities and implement measures necessary to provide safe, convenient and economical parking to meet parking demand.
 - b. Establish equitable procedures for assignment of parking stalls for employees based on demand.
 - c. Evaluate the utilization pattern and demand for public parking and adjust the ratio of public stalls to employee stalls to maximize revenues and utilization.
 - 2. Implementation Timetable
 - a. Past Year Accomplishment – Developed procedures and installed apparatus necessary to count the utilization of parking spaces.
 - b. One Year – Evaluate and monitor the utilization parking spaces.

- c. Two Years – Implement procedures to meet objectives for 100% utilization of employee parking and 50% utilization of public parking stalls.
- d. Five Years – Re-evaluate procedures and parking facilities if utilization percentages are not achieved.

IV. Performance Measures

- A. Customer Satisfaction measure – Provide employees and public with a form to encourage customer comments. Any areas of concern identified through these comments will be addressed immediately.
- B. Program Standard measure – Enforce rules and regulations for managing and controlling the use of state parking facilities and update policies and procedures as necessary.
- C. Cost Effectiveness measure – Monitor the parking revolving fund balance and implement measures as required to maintain an acceptable fund balance.